

**JOB OPENING ANNOUNCEMENT
CITY PLANNING COMMISSION – CITY OF DETROIT**

DIRECTOR

SALARY RANGE: \$97,468 - \$150,629

The City Planning Commission is seeking applicants for the appointive position of Director to serve as the administrative head of the Commission staff. The City Planning Commission is housed in the legislative branch of City government and acts as an advisory body to the City Council on planning, community and economic development, zoning and land use matters.

EDUCATION AND EXPERIENCE:

Applicants must hold at least a Bachelor's degree in Urban Planning, Public Administration, or a closely related field, with a minimum of twelve (12) years of progressively responsible professional planning experience, at least six (6) of which must have included supervisory/administrative responsibilities. A Master's degree in Urban Planning, Public Administration, or a closely related field is preferable. Applicants must also:

- Have governmental experience, particularly in city government and land use law;
- Have experience working with the public, including community and non-profit entities;
- Be knowledgeable and skilled in managing budgets.

It is desirable that the applicants be members of the American Institute of Certified Planners and a Registered Professional Community Planner, State of Michigan.

Salary dependent upon education and experience.

GENERAL WORK DUTIES

Duties generally include:

- Administration of the office of the Commission and the supervision of staff;
- Initiation of studies and proposals for social, economic, and physical development;
- Delegation of duties to staff as necessary with responsibility for their completion;
- Review and analysis of and the submission of reports and recommendations to the Commission and City Council on requests for
 - amendments to the maps or text of the Zoning Ordinance;
 - modifications to the City's Master Plan;
 - physical, social, and economic development projects, including various renewal, conservation and redevelopment programs;
 - Mayor's proposed five-year capital agenda and annual budget.

U.S. Citizenship is required. Although not required, it is desired that applicants reside within the City of Detroit.

For consideration, please submit ten (10) copies of your resume, together with the names of at least three (3) professional references and at least three (3) personal references to:

City Planning Commission
202 Coleman A. Young Municipal Center
Detroit, MI 48226
Or e-mail marcus@cncl.ci.detroit.mi.us

All information must be received no later than 4:00 PM on October 6, 2006.

For further information, please call (313) 224-6225. If you are selected for an interview, it will be conducted during an open meeting of the Commission.

September 11, 2006